

HIGHLANDS RECREATION DISTRICT BOARD MEETING
Tuesday, October 14, 2014

Attendants:

BOARD-

Pam Merkadeau (PM)
Hal Carroll (HC)
Michelle McNeil (MM)

ABSENT: Johanna Anton (JA)

STAFF-

Brigitte Shearer (BS)
Rebecca Hitchcock (RH)
Mike Koenig (MK)

CALL TO ORDER

The meeting was called to order at 6:24 pm by Board Member MM

CLOSED SESSION

The Board and Counsel Portor Goltz entered closed session at 6:24 pm and departed closed session at 7:03 pm. Counsel reported that the Board discussed the General Manager performance review and approved a one-time payment of \$2000 to the GM.

REVIEW AND APPROVAL OF THE MINUTES

Board Member HC made a motion to approve the minutes of the September 9, 2014 Regular Board Meeting (PM second). The motion passed unanimously.

INTRODUCTION OF GUESTS

Liesje Nicolas
Eric Olbrekson

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

Liesje Nicolas thanked the HRD for its assistance with the Taste of the Highlands event held on October 11. She also informed the Board of upcoming meetings regarding school overcrowding in the SMFC school district.

MANAGER'S REPORT

A. Programming –

- a. ASP – K-5 ASP is full with 43 children (1 resident) on the waitlist. In Crowd averages 17 children per day, including 5th graders. Planning for winter camp has begun.
- b. EEC – A fee survey was conducted. Registration fee and monthly fee changes will be implemented during the upcoming registration in January and the new school year, respectively. Staffing has improved

- c. Pool – dome installation will occur in early November. A pump and a boiler are in need of repair. We are exploring repair/ replacement options and will be purchasing back up equipment to have it on site for faster repairs
 - d. Seasonal Programs – Rec Soccer and fall seasonal programs are going well
- B. Facilities & Grounds – Open space piles will be moved to a clearing and, once permitted, will be burned. The Wenaas agreement will be amended to allow for easier annual drain line inspections. The In Crowd room at CSUMC will be upgraded with new lighting, paint and flooring.
- C. Administration – The HRD received a Certificate of Transparency at the recent CA Special District Association conference. There were many interesting and relevant sessions at the conference. Our financial audit is underway. The new school calendar for 2015-2016 will impact the Rec greatly in terms of staffing needs, class schedules and sessions, etc. Planning will begin shortly to address these changes. LAFCO elections are coming shortly. The Rec will remain involved in capacity/ growth discussions in the school district, as those will also impact demand for Rec offerings.

COMMITTEE REPORTS

None

FINANCIAL REPORT

The YTD financials were discussed.

UNFINISHED BUSINESS

- A. Board Member Vacancy – the Board discussed the procedure for interviewing candidates. BS will ask candidates if the October 27 meeting can begin at 6:30 pm. The appointee will be elected at the November 6 Board Meeting.

NEW BUSINESS

- A. Board Member Recognition Dinner – the Board discussed hosting a dinner in honor of Jim Sell. It was decided that precedent set for prior dinners will be followed. BS will schedule the dinner.
- B. UPCOMING MEETINGS: OCTOBER 27 (Special Meeting), start time tbd, NOVEMBER 6 (Thursday), 7PM

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member PM's questions were addressed. Board Member HC made a motion to pay the bills (PM second) and the motion passed unanimously.

ADJOURNMENT

Board Member HC made a motion to adjourn the meeting (PM second) and the motion was passed unanimously. The meeting was adjourned at 7:55 pm.

Respectfully submitted,
Brigitte Shearer
Board Secretary